



**SPECIAL MEETING OF COUNCIL
MINUTES**

**Wednesday, January 12, 2022
9:00 AM
Council Chambers
2021 Division Road N
Kingsville, Ontario N9Y 2Y9**

Members of Council Mayor Nelson Santos
 Deputy Mayor Gord Queen
 Councillor Kimberly DeYong
 Councillor Tony Gaffan
 Councillor Laura Lucier
 Councillor Thomas Neufeld
 Councillor Larry Patterson

Members of Town Clerk, Paula Parker
Administration CAO, John Norton

A. CALL TO ORDER

Mayor Santos called the Special Meeting to order at 9:03 a.m. All Members were present and participated in the meeting from remote locations.

B. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of interest. Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. STAFF REPORTS

1. 2022 Municipal Budget – Executive Summary

R. McLeod, Director of Financial and IT Services provided an overview of the Report, which was previously presented to Council at its January 10, 2022 Regular Meeting and fielded questions of Council.

7-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Tony Gaffan

That Council receives the 2022 Municipal Budget Executive Summary Report of Director of Financial and IT Services R. McLeod.

CARRIED

2. Water and Wastewater Billing Supervisor

The Director of Financial and IT Services provided an overview of the report.

The Town Clerk clarified that Administration's recommendation for consideration of a position provides an opportunity for Council to discuss the positions in depth and add them to the municipal budget for consideration during each budget centre discussion.

8-2022

Moved by Councillor Kimberly DeYong
Seconded by Deputy Mayor Gord Queen

1. That the consideration of a Water and Wastewater Billing Supervisor position BE DEFERRED to 2023.

LOST

9-2022

Moved by Councillor Larry Patterson
Seconded by Councillor Thomas Neufeld

That a Water and Wastewater Billing Supervisor BE APPROVED in the 2022 Municipal Budget with a commencement date of no earlier than June 2022.

	YEA	NAY	ABSTAIN
Mayor Nelson Santos	X		
Deputy Mayor Gord Queen		X	
Councillor Kimberly DeYong		X	
Councillor Tony Gaffan	X		
Councillor Laura Lucier		X	
Councillor Thomas Neufeld	X		
Councillor Larry Patterson	X		
Results	4	3	0
			CARRIED

10-2022

Moved by Councillor Laura Lucier
Seconded by Councillor Thomas Neufeld

That Council RECEIVE the balance of the Report of Director of Financial and IT Services R. McLeod RE: Water and Wastewater Billing Supervisor.

CARRIED

3. Building and Planning Technician

The Director of Community and Development Services, provided an overview of the report.

11-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

1. **That a new Building and Planning Technician BE CONSIDERED as a part of the 2022 Municipal Budget.**

CARRIED

4. Fire Prevention Officer

The Fire Chief provided an overview of the report.

12-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Laura Lucier

1. **That a second Fire Prevention Officer BE CONSIDERED as a part of the 2022 Municipal Budget.**

CARRIED

5. Infrastructure and Engineering Staffing Requests

The Director of Infrastructure and Engineering and the Manager of Public Works and Environmental Services provided an overview of the report.

Mayor Santos, upon the request of Deputy Mayor Queen, divided the question.

13-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Larry Patterson

- That two (2) full-time Public Works Operators BE CONSIDERED as part of 2022 Municipal Budget.**

CARRIED

S. Martinho, Manager of Public Works and Environmental Services, presented the report in connection with the Environmental Services position.

14-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

That a sixth permanent full-time Environmental Services position BE CONSIDERED as part of the 2022 Municipal Budget.

CARRIED

Mayor Santos called for a brief recess at 10:49 a.m. and the meeting reconvened at 11:00 a.m.

6. Engineering Technician

The Manager of Engineering provided an overview of the report.

15-2022

Moved by Councillor Larry Patterson
Seconded by Deputy Mayor Gord Queen

1. That an Engineering Technician BE CONSIDERED as a part of the 2022 Municipal Budget

CARRIED

7. Programs and Events Assistant

The Director of Community and Development Services provided an overview of the report.

16-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Laura Lucier

1. That a Program and Events Assistant BE CONSIDERED as part of the 2022 Municipal Budget.

CARRIED

8. Additional Staffing Request Human Resources Assistant

The Manager of Human Resources provided an overview of the report.

17-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

1. **That a Human Resources Assistant BE CONSIDERED as a part of the 2023 Municipal Budget.**

LOST

18-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Laura Lucier

That a Human Resources Assistant BE CONSIDERED as a part of the 2022 Municipal Budget.

CARRIED

9. Economic Development & Tourism Officer

The CAO provided an overview of the report.

19-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

1. **That an Economic Development & Tourism Officer position BE DEFERRED for consideration as part of the 2023 Municipal Budget.**

LOST

20-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Laura Lucier

That an Economic Development & Tourism Officer BE CONSIDERED as a part of the 2022 Municipal Budget.

CARRIED

Mayor Santos called for a lunch recess at 12:21 p.m. and the meeting reconvened at 1:15 p.m.

D. BUDGET DELIBERATIONS

1. Operating and Capital Budgets

a. Council - page 11

The Director of Financial and IT Services presented the Council budget.

21-2022

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Larry Patterson

That Council:

- 1. Approves the Council Budget; and**
- 2. Council directs that Administration rename line item 01-110-099-60300 to 'Mayor and Town's Promotional'.**

CARRIED

b. General Administration - page 12

The Director of Financial and IT Services presented the General Administration budget.

22-2022

Moved by Councillor Thomas Neufeld

Seconded by Councillor Laura Lucier

That Council approves an amendment to the 2022 General Administration Operating Budget to reflect a Human Resource Assistant position for a period of nine months in a part-time role with an upset limit of 20 hours.

CARRIED

23-2022

Moved by Councillor Laura Lucier

Seconded by Councillor Kimberly DeYong

That Council under Subsection 239(2)(b) of the *Municipal Act, 2001* [personal matters about an identifiable individual, including municipal employees) enter into closed session to address an item pertaining to personal matters about an identifiable individual.

CARRIED

Upon rising from Closed Session at 2:18 p.m. the Regular Meeting resumed in open session and Mayor Santos reported that Council had entered into closed session to address an item pertaining to personal matters about an identifiable individual, and that Council provided detailed direction to Administration.

24-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Tony Gaffan

That Council approves the General Administration Operating Budget, save and except the Donations and Grants line item 01-112-200-60390.

CARRIED

Donations and grants will be presented at the Special Budget meeting to be held on January 19, 2022.

25-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Thomas Neufeld

That Council approves the Accessibility Advisory Committee Budget.

CARRIED

26-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Thomas Neufeld

That Council approves the General Administration capital budget.

CARRIED

c. Information Technology - page 14

The Manager of Information Technology presented the Information Technology budget.

27-2022

Moved by Councillor Larry Patterson
Seconded by Councillor Kimberly DeYong

That Council approves the Information Technology Operating Budget.

CARRIED

28-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Larry Patterson

That Council approves the Information Technology Capital Budget.

CARRIED

d. Animal Control - page 15

The Deputy Clerk-Administrative Services presented the Animal Control Budget.

29-2022

Moved by Councillor Tony Gaffan
Seconded by Councillor Thomas Neufeld

That Council approves the Animal Control Operating Budget.

CARRIED

e. Fire - page 16

The Fire Chief presented the Fire Department budget.

30-2022

Moved by Councillor Kimberly DeYong
Seconded by Deputy Mayor Gord Queen

That Council directs that Administration remove the Fire Department revenue line item Burn Permits - Agricultural and Residential, and further that Fire Training operational budget line item 01-121-072-60118 be reduced by \$10,000.00.

CARRIED

31-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

That Council directs that the Fire Prevention Officer position be amended to a nine-month position in 2022 commencing April 1, 2022.

CARRIED

32-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Laura Lucier

That the Fire Department operating revenue line Fire Inspection Fees be reduced by \$30,000.00.

CARRIED

33-2022

Moved by Councillor Laura Lucier
Seconded by Councillor Larry Patterson

That Council approves the Fire Department Operating budget, as amended.

CARRIED

34-2022

Moved by Councillor Larry Patterson
Seconded by Deputy Mayor Gord Queen

That Council approves the Fire Department Capital budget.

CARRIED

At 3:35 p.m. Mayor Santos called for a brief recess and the meeting reconvened at 3:47 p.m.

f. Police - page 18

The Deputy Clerk-Administrative Services presented the Police budget.

35-2022

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Tony Gaffan

That Council approves the Police Department operating and capital Budget.

CARRIED

g. Building - page 19

The Chief Building Official presented the Building and By-law Enforcement budget.

36-2022

Moved by Councillor Larry Patterson

Seconded by Deputy Mayor Gord Queen

That Council approves the Building and By-law Enforcement operations budget.

CARRIED

37-2022

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Thomas Neufeld

That Council approves the Building and By-law Enforcement capital budget.

CARRIED

h. Public Works - page 20

The Manager of Public Works and Environmental Services provided an overview of the Public Works operational budget.

38-2022

Moved by Councillor Laura Lucier
Seconded by Deputy Mayor Gord Queen

That Council directs that Public Works operating budget line Salaries-Overtime (01-130-072-60103) be reduced to \$50,000.00.

CARRIED

39-2022

Moved by Councillor Thomas Neufeld
Seconded by Councillor Tony Gaffan

That Council directs that Public Works operating budget line item Winter Control (01-130-122-60420) be reduced by \$20,000.00.

CARRIED

40-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Tony Gaffan

That Council DENY one full time Public Works operator for 2022 and DIRECT Administration to bring the Public Works operator position back to the 2023 Municipal Budget deliberations for consideration.

CARRIED

41-2022

Moved by Councillor Tony Gaffan
Seconded by Councillor Thomas Neufeld

That Council APPROVE one Public Works Operator union position for ten (10) months, rather than nine (9) months in 2022.

CARRIED

42-2022

Moved by Councillor Laura Lucier
Seconded by Deputy Mayor Gord Queen

That Council approve the Public Works operational budget, as amended.

CARRIED

The Manager of Engineering provided an overview of the Public Works capital budget.

43-2022

Moved by Councillor Laura Lucier
Seconded by Councillor Tony Gaffan

That Council approve the Public Works capital carryover of PW-2020-1, PW-2021-1, PW-2021-7, PW-2021-9, and PW-2021-10.

CARRIED

44-2022

Moved by Councillor Thomas Neufeld
Seconded by Councillor Laura Lucier

That Council approves the Public Works capital Road Program project PW-2022-1.

CARRIED

45-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Larry Patterson

That Council approves the Public Works capital Road Program project numbers PW-2022-2, PW-2022-3, PW-2022-4, PW-2022-5, PW-2022-6, PW-2022-7, PW-2022-8, PW-2022-9, PW-2022-10, and PW-2022-11.

CARRIED

46-2022

Moved by Councillor Tony Gaffan
Seconded by Deputy Mayor Gord Queen

That Council approves Public Works capital project PW-2022-12.

CARRIED

47-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

That Council approves the Public Works capital project PW-2022-13.

	YEA	NAY	ABSTAIN
Mayor Nelson Santos	X		
Deputy Mayor Gord Queen	X		
Councillor Kimberly DeYong	X		
Councillor Tony Gaffan	X		
Councillor Laura Lucier	X		
Councillor Thomas Neufeld	X		
Councillor Larry Patterson		X	
Results	6	1	0

CARRIED

48-2022

Moved by Councillor Larry Patterson
Seconded by Deputy Mayor Gord Queen

That Council approves Public Works capital projects PW-2022-14, PW-2022-15 and PW-2022-16.

CARRIED

49-2022

Moved by Deputy Mayor Gord Queen
Seconded by Councillor Laura Lucier

That Council approves Public Works capital project PW-2022-17.

CARRIED

50-2022

Moved by Councillor Laura Lucier
Seconded by Deputy Mayor Gord Queen

That Council approves Public Works capital project PW-2022-18.

CARRIED

51-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Tony Gaffan

That Council approves Public Works capital projects PW-2022-19, PW-2022-20 and PW-2022-21.

CARRIED

52-2022

Moved by Councillor Laura Lucier
Seconded by Deputy Mayor Gord Queen

That Council approves the Public Works capital project PW-2022-22.

CARRIED

53-2022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Larry Patterson

That Council approves Public Works capital items PW-2022-23, PW-2022-24, PW-2022-25, PW-2022-26 and PW-2021-12.

CARRIED

At the completion of the Public Works budget presentation, Mayor Santos indicated that the time scheduled for today's meeting had been exceeded and the next Special Meeting of Council for the purpose of budget deliberations is scheduled for Wednesday, January 19, 2022 commencing at 10:30 a.m. The remainder of the items listed on the January 12, 2022 agenda would be heard at that time.

E. ADJOURNMENT

54-2022

Moved by Councillor Larry Patterson

Seconded by Councillor Laura Lucier

That Council adjourns this Special Meeting at 5:07 p.m.

CARRIED